

WLC Weekly Message – September 15th, 2025

Thank You



Last Thursday, **ITAL 3302 students** visited the **Marietta Vespa dealership** to explore one of the most iconic *Made in Italy* products. The visit offered upper-level Italian students a hands-on opportunity to make cultural comparisons, strengthen community connections, and support career readiness. Gratitude to **Renata Creekmur** for leading this initiative.

To-Do Items

FINAL REMINDER: Microsoft Authenticator is replacing Duo as our new authentication system here at KSU. Please visit switchmf.kennesaw.edu from your computer, then download Microsoft Authenticator to your mobile device and **register** to enable secure sign in. Important: **Duo will be discontinued on September 17.** Anyone who has not completed the transition by that date will be locked out of all systems requiring authentication, including D2L, KSU email, OwlExpress, and others. Please note that students will also be part of the transition: if you have scheduled **online assessments or projects due on September 17-18, please consider adjusting** as some students may be locked out of the system.

To meet the University System of Georgia's cybersecurity training requirements, all faculty, staff, and student employees must complete **Fall Cybersecurity Awareness Training between Sept. 15 and Oct. 31.** On Monday, Sept. 15, you received a system-generated email with the subject: "You've been enrolled in the Fall 2025 Cybersecurity Awareness Training." This email will include a direct link to the externally hosted training, which will be delivered via KnowBe4,

the USG-provided training platform. (Individuals will also receive reminder emails as the deadline approaches if the training has not yet been completed. Fourteen days before the deadline, supervisors will also be copied on these reminders.) Starting Sept. 15, you can also access the training from the University Information Technology Services (UITS) Office of Cybersecurity [webpage](#). **Important: Faculty, staff, and student employees who do not complete the training by 11:59 p.m. on Oct. 21 will have their KSU NetID account restricted until they fulfill this requirement.** Completion of this training is a requirement of employment for all University System of Georgia employees. Additionally, any KSU employee who neglects to complete training by Oct. 21 will be subject to disciplinary action. The online training takes approximately 19 minutes. If you prefer an in-person option or don't have access to a computer, you can attend one of the following sessions:

- Tuesday, Oct. 7, 10 – 10:30 a.m. Marietta Campus, Wilson Student Center, Room 216
- Tuesday, Oct. 14, 10 – 10:30 a.m. Kennesaw Campus, Academic Learning Center, Room 4014

If you have questions about this training, please contact the KSU IT Service Desk:

- **Phone:** 470-578-6999
- **Email:** service@kennesaw.edu

For any FT faculty member or WLC team planning to **submit courses for online/hybrid review**, here are the upcoming deadlines: **November 10, 2025**, for Spring 2026 and **April 13, 2026**, for Summer and Fall 2026. You can find more information at this link: <https://www.kennesaw.edu/radow/academic-innovation/course-review.php>

Opportunities

Radow College Internal Funding Submission Workshop (Tuesdays): our College will offer weekly support for Internal Funding Opportunities, specifically the Research Advancement Award and Creative Scholarship Award. All questions regarding proposal ideas, budget or budget justification, bio-sketches, and related topics are welcome. This workshop is designed to provide individualized support and mentorship for your funding submission.

DATE: Every Tuesday (September 9 - October 28)

TIME: 9:30 a.m. - 11:30 a.m.

LOCATION: Social Sciences Building, Room 5074

Individual assistance available by appointment; please email Bernadette Heckman at bheckman@kennesaw.edu to schedule an appointment.


Mutual Mentoring Groups (MMGs) and Community of Practice Groups (CoPs)

CETL MMGs and CoPs provide an opportunity for KSU faculty and administrators to build community with peers and to support each other while achieving goals within a thematic focus, as defined by the group. We have a number of groups this semester for faculty to sign up for. Please spread the word about the following options:

- Early Career Lecturers - fall meetings already underway
- [Pre-Tenure Faculty](#) - kick off September 16
- VITAL Community of Practice (part-time/limited-term)- fall meetings already underway
- New Tenure Track Faculty - fall meetings already underway

More information about all MMGs and CoPs can be found on this [website](#).


The **KSU Tenured Faculty Enhancement Leave Application process is open**. This competitive program, funded by the President and Provost, is intended to assist tenured faculty in devoting an entire semester to research and/or creative activity. Applications are due **October 1**.

Call for Open Access Funding Support: Radow College is offering funding support for Open Access (OA) publication fees this fall semester. Faculty, researchers, postdocs, and graduate students can apply for **up to \$3,000 per award** to cover article processing charges and mandatory publication costs for OA journals. Priority may be given to early-career researchers or those without external grant support. Application deadline is **December 10, 2025**. For details and to apply, please see link below and/or contact Dr. Bernadette Heckman, Radow College Associate Dean of Research, at rchssresearch@kennesaw.edu.  [Open Access Funding Support.pdf](#)

KSU Sheth Faculty Award for Distinguished International Achievement are now open! The *Madhuri and Jagdish N. Sheth Faculty Award for Distinguished International Achievement* recognizes and honors a member of the full-time teaching faculty who has demonstrated excellence in teaching, research and creative activity, and professional service which embodies culturally diverse and pluralistic global perspectives; and effective and innovative teaching practices focused on preparing students to be responsible global leaders. The award highlights the importance of the international dimensions of the awardees' contributions to his/her discipline or subject matter. We encourage all eligible faculty members to apply and showcase their work and international focus. Application Deadline: **December 31, 2025** Eligibility: Any full-time teaching faculty is eligible to be nominated for the award. Administrators with faculty rank are ineligible for faculty awards. How to Apply: Please visit [Sheth Faculty Award for Distinguished International Achievement](#) to access more detailed information on the nomination procedure, evaluation criteria and submission procedure.



For Your Students:

LANGUAGE AND CULTURAL IMMERSION IN CHINA
Beijing (May 22~Jun 5, 2026)



- Earn 6 credit hours, two weeks.
- Must take two courses: 1 from ASIA 1102, CHIN 3390, and SA 4490 + 1 from CHIN 1001, 1002, 2001, 2002, 3200, 3302, and 3303.
- Program cost (\$1755) includes:
 - On-campus accommodations, double occupancy
 - Four-day field trips to iconic cultural landmarks in Beijing
 - Beijing airport pick-up and drop-off
 - Three group dinners and two-day meals at the campus dining hall
 - Group cultural events
 - Visa fee
- KSU tuition, airfare, and passport fee not included.

Contact Dr. Wenhua Jin at
wjin@kennesaw.edu



Upcoming WLC Events



You are warmly invited to join Arturo Matute Castro and Andrea Scapolo for a special event featuring students from the *Maymester in Italy 2025* program. Students will present in groups about their experiences living and learning in Montepulciano, Italy, and the community engagement research projects they developed while abroad. These projects were supported by the **Undergraduate Research Award** generously granted by the **Education Abroad Office**. The event will also highlight the personal, academic, and career benefits of study abroad. It will be an excellent opportunity not only to celebrate our students' work but also to **learn more about the Study Abroad in Italy program and the upcoming 2026 iteration**. The program director will be present to share details and answer questions for potential candidates.





2025 ASIAN STUDIES INTERNSHIP SEMINAR

11am-12:45pm Thur. Oct. 23, 2025
SO-1019 Kennesaw campus
with 20+ Japanese Companies

Other Events

Let Me Sing to the End: *Self-reference and Self-fiction in Women's Theater in Latin America*

Lecture by Camila Ladeira Scudeler
PhD in Arts, University of São Paulo

Date: Tuesday, September 16th, 2025
Time: 11:00 AM-12:15 PM
Place: University Hall, Room 227,
Kennesaw Campus

Please consider including the **RCHSS Fall 2025 Government and Non-Profit Career Fair** in your courses. The event is scheduled for **October 30th from 11 AM to 3 PM** in the Student Gym. We have this event in Sutable, so faculty members can assign credits for attendance in a seamless fashion. Here is the link: https://app.joinhandshake.com/career_fairs/18003f36-f941-4835-ada7-e1126dcd17fc/student_preview

Reminders

EXPIRING THIS WEEK

IMPORTANT REMINDER: Full-time faculty should **submit their conference information to Federica and Marsha as soon as possible** and, once approved, **enter it into Concur before September 15 to ensure their travel funds are encumbered**. As shared at the retreat, tenure-track faculty are allotted \$1,400 for travel for the AY (please use R02030 for research trips and conferences), and non-tenure-track faculty are allotted \$700 for the AY (always use 02030). Each full-time faculty member also receives \$130 for membership or registration, bringing the total annual allotment to \$1,530 for TT and \$830 for non-TT faculty. Additional funding opportunities will be shared as they become available. Please add **Chris Roper** (not Jamie) to the workflow.

WLC colleagues who are engaging in research and writing are invited to join the **WLC Writing Circle for research mentoring support**. The initiative is led by **Zaya Rustámova**. If you are interested, please contact Zaya no later than **September 15** and let her know what format of meetings you prefer and your days/times availability.

UPCOMING—EARLIEST TO LATEST

For FT and LT faculty, please remember to mark your calendars for our **Fall WLC Meetings**, as follows: **9/30, 10/28 and 11/18**. All meetings will be held from **12:30-1:45 in ALC 5102**. Full-time faculty are required to attend their monthly department meetings as part of their professional service workload and are welcome to add these to their ARDs. Invites have been sent to your Outlook calendars.

It's time to **update our publications display!** For all faculty who had publications in the last few months, please **send the cover page of your article/chapter/book to Nina**. She and the front-desk student assistants will rotate out older publications and print out and add the new ones. Please look at the display to check on what is needed. This is open to PT, LT, and FT faculty: we look forward to seeing your recent work celebrated! Please send these in by **September 30**.

Owl Under 40 Class of 2026 Nominations: Do you know an outstanding Owl under 40 who is making bold strides in their career, community, or beyond? Help us recognize the next class of KSU alumni leaders by submitting a nomination for the 40 Owls Under 40 Class of 2026. Your nomination could shine a spotlight on a graduate whose story deserves to be celebrated.

Nominations for the Class of 2026 are open for the month of September.

https://my.reviewr.com/s2/site/KSU_40_Owls_Under_40_2026

The Office of Research is pleased to announce the development of a new regional **Research Showcase, "The World of Tomorrow"**, scheduled for March 31–April 1, 2026. This event will feature: Optional workshops (e.g. Entrepreneurship, AI etc); Interactive research zones (e.g., Health Pavilion, Technology Center); An industry collaboration zone designed to foster external engagement. Additionally, a keynote presentation, and panel discussion, as well as tours will take place. The showcase will be inspired by the 19th and 20th century world fairs—an immersive experience that celebrates innovation, interdisciplinary work, and public engagement. **Location:** The new iSTEM Building and the Student Center, Marietta Campus. We kindly ask that you encourage faculty members to submit proposals for interactive displays, or workshop sessions. Submissions may be made [through this form](#). **Deadline for submissions: October 1, 2025**

We are excited to share several new ways the Center for Excellence in Teaching and Learning (CETL) is supporting VITAL (Part-Time and Limited Term) faculty this semester. Two highlights include:

- [VITAL Community of Practice](#) - a space to build community and to share best practices for documenting teaching and building teaching portfolios
- [VITAL Teaching Moments](#) - monthly, informal virtual meetings to discuss timely teaching-related topics

Both professional development opportunities provide part-time and limited-term faculty with opportunities to build community and to learn more about effective teaching practices. For a full overview of our offerings, please visit [CETL's website](#).

To all WLC Faculty and Staff, please read carefully in preparation of next AY:

The USG Policy now allows for final exams to be counted as instructional time. After reviewing feedback from faculty, and consultations with the Cabinet and Deans, **the academic calendars for Fall 2026, Spring 2027, and Summer 2027 have been updated** to reflect this change in policy. These updated calendars can be accessed [via this link](#).

Please email Paul Parker at pparke25@kennesaw.edu if you have any questions.

GENERAL REMINDERS

For Full Time colleagues, as your work gets published, **please add each new publication to Watermark** so it can be counted towards your research productivity and departmental output.

Please send CFC agenda items to our CFC Interim Representative **Lee Jackson** (serving through December '25) and Faculty Senate items and queries to our Faculty Senator **Thierry Léger**. DFC agenda items should go to DFC Chair **Andrea Scapolo** or to any of the AY 2025/26 WLC DFC members.

For anyone administering Internships in WLC, **all RCHSS internships (course 3398) must be submitted through the Handshake system**. Our department consistently offers a substantial

number of internships, and your work is central to that success. I truly appreciate your time and attention to this update as you support students in planning their semester.

In case of illness or emergencies that result in needing to **cancel class**, **faculty members should contact their Coordinator and copy Marsha, Federica, and Nina. The faculty member should also notify students via d2l and/or email**; if the faculty member is unable to do so, an email will be sent to students from the Department. In addition to reporting absences to their department, faculty members are required to report sick time in OneUSG Connect for any missed classes (unless they are engaging in other professional activities such as attending a conference) and contact HR if they cannot meet their professional obligations for more than five days (see KSU Faculty Handbook).

Incompletes (I grades) Radow College has an Incomplete Grade Agreement form that must be completed by the student and the instructor when a grade of I (incomplete) is awarded. The completed form must be submitted to the Department Chair/School Director. The form can be found at: https://radow.kennesaw.edu/resources/docs/Incomplete_Grade_Agreement.pdf

For all faculty who anticipate applying for any **extramural funding** opportunities, please indicate so to the Office of Research by **completing an “Intent to Submit” form** at the link below. This is not a commitment to apply; submitting the form will get into the system. The Office of Research recommends submitting this form **no later than 30 days prior to a submission deadline**: <https://www.kennesaw.edu/research/resources/sponsored-programs-administration/pre-award-submission-planning/communicate-intent-apply.php>

Classrooms are now assigned directly by the system and Departments no longer have pre-assigned spaces. Because of this, Marsha and Nina are unable to accommodate requests for different classrooms. We want to be mindful of different abilities and the Registrar’s Office now has a special note to be added for these cases. Other than that, please do not send in requests for switching classrooms to Marsha or Nina as the Registrar’s Office is no longer accepting these.

For all faculty, note that, due to increased requests for event promotions and a limited staff, the WLRC can create only 1 flyer design for each event. Also, a kind reminder that **the WLRC needs at least 5 business days to prepare flyers and advertise events** due to our student assistants’ and staff tight schedules. Please keep this in mind when requesting outreach materials.